
2016 RETREAT MINUTES
Friday, April 22, 2016
Historic County Courthouse
200 Courthouse Square- Third Floor
Fayetteville, Georgia 30214

COMMISSIONERS PRESENT:

Charles W. Oddo, Chairman
Randy Ognio, Vice Chair
David Barlow
Steve Brown
Charles Rousseau

STAFF PRESENT:

Steve Rapson, County Administrator
Floyd Jones, County Clerk
Tameca P. White, Chief Deputy Clerk
Dennis Davenport, County Attorney

DEPARTMENT HEADS:

Vanessa Birrell, Environmental Management
Bernard "Buster" Brown, 911 Director
Ted Burgess, Purchasing Director
Carlos Christian, Building and Grounds Director
Phil Frieder, Information Technology Director
Anita Godbee, Parks and Recreation Director
Steve Hoffman, Roads Director
Phil Mallon, Public Works Division Director
Harold Myers, Chief Marshal
Mary Parrott, Chief Financial Officer
Lee Pope, Water System Director
Thomas Sawyer, Elections Director
David Scarbrough, Fire Chief
Rani Rathburn, Animal Control Director

STAFF PRESENT:

Lee Ann Bartlett, Senior Financial Analyst
Tom Bartlett, Deputy Fire Chief
Leslie Hancock, Stormwater Utility Technician
Bonnie Jones, Senior Financial Analyst
Bryan Keller, Environmental Engineer
Bradley Klinger, Assistant Road Director
Rob McCool, Lead Network Administrator
Deborah Sims, Environmental Management Specialist
Sheryl Weinmann, Assistant Chief Financial Officer

OTHERS PRESENT:

Dan Gibbs, Director, Fayette Senior Services
Darryl Hicks, Chairman, Development Authority
Jason Nord, Representative, Filter Magic
Emily Poole, Vice-President, Development Authority
Carlotta Ungaro, President, Chamber of Commerce
Joan Young, President, Development Authority

Breakfast (7:30am – 8:20am) – 50 minutes

County Administrator Steve Rapson gave opening remarks at 8:01 a.m.

FY2016 FINANCIAL REVIEW

Financial Overview/Forecast

1. Governmental Funds:

- a. General Fund
 - i. Property Tax
 - ii. LOST/TAVT/Auto
- b. E-911 Operations Fund
- c. Fire Fund
- d. EMS Fund
- e. Surcharge Funds
 - i. Jail Surcharge
 - ii. Victim's Assistance

2. Proprietary Funds/CIP:

- a. Water System Fund
- b. Solid Waste Fund
- c. Stormwater Fund

3. Internal Revenue Funds:

- a. Workers Compensation
- b. Employee insurance

4. Tax Digest/Millage Rate History

5. Capital/CIP/SPLOST Projects

Chief Financial Officer Mary Parrott and County Administrator Steve Rapson updated the Board on Fayette County's Governmental Funds by giving a high-level review of Governmental and Proprietary Funds, General Fund Revenues and Expenditures, and General Fund- Fund Balance Trends for the last five years. Updates were also provided concerning Real Property Tax Collections, Motor Vehicle and Personal Property Collections, LOST / Auto / and TAVT by Sales Month. The Board was briefed on the 911 Special Revenue Fund, the Fire Service Special Revenue Fund, and the EMS Special Revenue Fund. The Board was further briefed on the County's Jail Surcharge Fund and the Victim's Assistance Surcharge Fund. Mrs. Parrott and Mr. Rapson updated the Board on the County's Propriety Funds, Internal Service Funds, the current Tax Digest / Millage Rates Statistics, and the County's Capital / CIP Projects.

During the review, the following points were emphasized:

- a) Fiscal Year 2017 will be a tough budget year for the General Fund based on the projected 8% increase being primarily reassessments (6.3%) instead of new growth development (1.3%). This may require positions needing to be eliminated to balance the budget and a hiring freeze may need to be put into place in the General Fund until it is determined if the budget can be balanced without a property tax increase. The other funds would not need a hiring freeze since the millage rates would be maintained as we have done in the past. The Board suggested that Capital Improvement Projects be listed on the Trend Analysis Charts for future budget presentations.
- b) The Capital Improvement Projects and contingency accounts need to be realigned in order to balance the Fiscal Year 2017 budget.

This presentation and discussion began at 8:03 a.m. and concluded at 9:04 a.m. A copy of the Financial Overview presentation materials, identified as "Attachment 1," follows these minutes and is made an official part hereof.

SPLOST Proposal – 30 minutes

County Administrator Steve Rapson briefed the Board on Fayette County's Proposed Special Purpose Local Option Sales Tax (SPLOST) Program. He pointed out that the County's Proposal was a tentative project list that included Stormwater Projects, the 911 Radio System Project, and a Fire Burn Training Facility Project. The proposed, aggregate cost for these projects was estimated to be \$44,903,177. Mr. Rapson briefed the Board on the three projects and answered questions from the Board.

The Board recommended that all the county's municipalities are aware of the need to replace existing 911 radios with P-25 compliant radios.

Extensive discussion occurred pertaining to whether the Fire Burn Training Facility, instead of Fire Station #4, should be constructed and the pros and cons of each facility. Commissioner Rousseau asked Fire Chief David Scarbrough which of the two facilities he prefers. Chief Scarbrough replied that he would rather have Fire Station #4 with a new Fire Engine. The Board agreed to exchange the Fire and Emergency Services Medical Training Center with Fire Station #4 and a Fire Pumper. The Board further agreed to phase-in the training center projects.

Mr. Rapson stated that the county would present its projects to the municipalities and he would ask the city managers for a deadline of when they would present their projects.

The discussion on the SPLOST proposal began at 9:10 a.m. and concluded at 9:59 a.m. A copy of the SPLOST proposal material, identified as "Attachment 2," follows these minutes and is made an official part hereof.

Break (10:00am – 10:20am) – 20 minutes

The Board and those in attendance took a break from 10:00 a.m. until 10:15 a.m.

Stormwater Billing Collection- Update

Environmental Management Director Vanessa Birrell introduced Environmental Management Specialist Deborah Sims and Stormwater Utility Technician Leslie Hancock who briefed the Board on Stormwater Billing Collections. Staff spoke about the measure Environmental Management has taken to bring efficiency to the billing collection and future steps to collect past due fees. The Board made the following recommendations:

- a) Staff was asked to consider funding Leslie Hancock's position from the Stormwater Utility Fund instead of from the General Fund.
- b) The Board asked staff to consider not eliminating Stormwater Utility even if the Special Purpose Local Option Sales Tax (SPLOST) is approved.
- c) The Board asked staff to consider placing the Stormwater Utility Fee on the Property Tax Bill.

This discussion began at 10:16 a.m. and ended at 10:36 a.m. A copy of the Stormwater Billing Collection Report, identified as "Attachment 3," follows these minutes and is made an official part hereof.

ITEMS FOR CONSIDERATION/DISCUSSION

FCDA Overview and Abatement TIER Proposal (10:30am-11:15pm) – 45 minutes

Chairman Darryl Hicks, President Joan Young, and Vice President Emily Poole, each representing the Fayette County Development Authority, provided an overview concerning economic development, the purpose and work of the Development Authority, the financial needs of the authority, and the authority's anticipated future goals. The Fayette County Development Authority asked the Board to consider the following recommendations:

- a) Consider budgeting \$4.25 per capita based on 2015 Atlanta Regional Commission population estimates.
- b) Consider entering into a five-year multi-year funding contract.
- c) Consider funding to be set aside for property option/purchase, sewer allocation, grant applications/management, etc.
- d) Consider adopting a Resolution detailing an approved tax incentive plan for new businesses and expanding facilities.
- e) Evaluate the possibility of entering into a Joint Metropolitan Development Authority.
- f) Consider an effort to revitalize Fayette County's public image by working to establish a holistic Fayette County Brand.

The Board discussed the recommendations with the members of the Development Authority. The discussion began at 10:38 a.m. and concluded at 11:38 a.m. A copy of the Fayette County Development Authority's presentation, identified as "Attachment 4," follows these minutes and is made an official part hereof.

Lunch (11:30pm – 12:30pm) – 1 hour

The Board and all attendees took lunch from 11:39 a.m. until 12:31 p.m.

Future Consideration & Direction (12:45pm-4:00pm) – 15 minutes/per

1. Water Department Reorganization

Water System Director Lee Pope briefed the Board on the proposed Fiscal Year 2017 Organizational Improvements for the Water System, and he answered questions from the Board.

The discussion began at 12:32 p.m. and concluded at 12.40 p.m. A copy of Proposed Fiscal Year 2017 Organizational Improvements document, identified as “Attachment 5,” follows these minutes and is made an official part hereof.

2. Cyber Crime Update

Information Technology Director Phil Frieder updated the Board on the current challenges presented by Cyber Crime.

The discussion began at 12:41 p.m. and concluded at 1:01 p.m. A copy of the Cyber Crime Update presentation, identified as “Attachment 6,” follows these minutes and is made an official part hereof.

3. Address Assignment Recommendation

Fire Chief David Scarbrough briefed the Board on the need to create Address Assignment Procedures and on staff’s recommendation on how to implement the initiative. He stressed that this effort was under consideration in order to improve public safety responses, and he emphasized that this effort would have to take place in coordination with the U.S. Postal Service as well as the county’s municipalities.

The Board agreed that staff should develop a formal, county-wide management policy and ordinance as recommended by staff.

The discussion began at 1:02 p.m. and concluded at 1:14 p.m. A copy of the Address Assignment presentation material, identified as “Attachment 7,” follows these minutes and is made an official part hereof.

4. Signature Capital Project overview

a. Links Master Plan – Training Facility

Buildings and Grounds Director Carlos Christian updated the Board on the Links Master Plan, and he explained where the various buildings and components of the site would be located. Commissioner Ognio asked staff to look into how much fencing it would take to fence the perimeter of the Sheriff’s facilities including the shooting range. He stated he was concerned with safety and he suggested a fence would help enhance safety in the

area. The Board also asked staff to consider selling 57.5 acres of land that is currently shown as greenspace adjacent to the neighborhoods
The discussion of the Links Master Plan began at 1:15 p.m. and concluded at 1:27 p.m.

b. West & East Fayette Bypass Projects

Public Works Director briefed the Board on the progress of the West and East Bypass Projects. He stated that plans for the West Fayetteville Bypass were recently provided to the Georgia Department of Transportation and the plans were returned with minor comments. He stated that the right-of-way plans have been developed and are going through an internal quality control check. He stated that once the control check is completed is completed and once the final approval from GDOT, the Right-of-Way Acquisition Team comprised of County Attorney Dennis Davenport and Mr. Anthony Stanley would proceed with obtaining the needed right-of-way to complete the West Fayetteville Bypass. He suggested that this effort to complete the West Fayetteville Bypass was contingent on several factors, but there was anticipation that the road could be completed by December. Discussion followed on whether the county or GDOT would pay for and be responsible for a traffic light at the intersection of the West Fayetteville Bypass and State Route 92. Commissioner Rousseau suggested that the county could lobby the local delegation in order to get the state to pay for the traffic signal, and the Board agreed with his suggestion. Mr. Mallon stated that the next steps would include relocating the utilities in the area, to acquire the right-of-way, and to put together a bid package in order to have a contractor available to do the work. Mr. Mallon also gave a brief update on the progress of the East Fayetteville Bypass while answering questions from the Board. He also spoke about challenges presented the historic Jackson House with respect to the East Fayetteville Bypass.

The discussion of the West Fayetteville Bypass and the East Fayetteville Bypass began at 1:28 p.m. and concluded at 1:47 p.m.

c. SR 74 Corridor Study Project

Public Works Director Phil Mallon briefed the Board on the State Route 74 Project. Discussion followed concerning how complicated the project was based on the City of Fairburn's allowance of fast food restaurants on State Route 74. There was other discussion about why Sandy Creek Road does not have a traffic light. The Board did not provide direction on this matter.

This discussion began at 1:48 p.m. and concluded at 1:55 p.m.

d. Kenwood Park Master Plan Amendment

Buildings and Grounds Director Carlos Christian briefed the Board on the Kenwood Park Master Plan Amendment for Phases 1, 2, and 3. He stated that staff was anticipating releasing bids for the Pavilion and Restroom in May and that the Board of Commissioners may expect to have the bids before them for awarding around June or

July. He stated that in the meanwhile staff could begin grading the area in preparation of the pavilion and restroom.

The discussion began at 1:55 p.m. and concluded at 2:06 p.m.

e. Filter Control System – Zero Waste

Water System Director Lee Pope and Mr. Jason Nord, who represented Filter Magic, briefed the Board on Filter Magic’s Zero2Waste (Z2W) Technology. He explained that every water plant has filters that have to be washed, however, there is no technology that tells operators when the filters need to be washed. He said that lack of technology results in filters being constantly washed wasting water, energy, and operator’s time. He stated that the recommended technology would reduce the waste while increasing efficiency and the water treatment plant’s capacity. He concluded that by embracing this technology the county would have a return on its investment.

The Board agreed that staff should implement the water treatment plant enhancement, as recommended by staff, and to do so as a Water Capital Improvement Project.

The discussion began at 2:06 p.m. and concluded at 2:20 p.m.

A copy of the Signature Capital Project overview presentations, identified as “Attachment 8,” follows these minutes and is made an official part hereof.

5. Recreation Fee Proposal

Parks and Recreation Director Anita Godbee briefed the Board on staff’s recommendation to adjust the fees at Fayette County’s Parks. She showed that the current fees for pavilion reservations were \$25 per hour, \$5 each for each additional hour with a 2-hour minimum for Fayette County citizens and with a 50% surcharge for non-residents. She recommended the fees be increased to \$30 per hour with a 2-hour minimum for county residents and \$60 per hour with a 2-hour minimum for non-residents. The Board agreed to the proposed recreational fee increase.

The discussion began at 2:20 p.m. and concluded at 2:28 p.m.

A copy of the Recreation Fee Proposal, identified as “Attachment 9,” follows these minutes and is made an official part hereof.

6. Out of County Park Access

Parks and Recreation Director Anita Godbee briefed the Board on the issues concerning out-of-county access to the county’s parks, and she answered questions from the Board.

The discussion began at 2:28 p.m. and concluded at 2:36 p.m. A copy of the Out of County Park Access material, identified as “Attachment 10,” follows these minutes and is made an official part hereof.

7. Small Cell Technology

Community Development Director Pete Frisina briefed the Board on the topic of Small Cell Technology. He concluded that there is uncertainty what legal rights companies have to locate small cell telecommunication towers in the county's right-of-way and he pointed out that the county does not have policies or guidelines to control their height, location, or distribution. County Attorney Dennis Davenport added that the small cells technically meet the requirements of cell towers, however, the Zoning Ordinance does not allow cell towers in the right-of-way. He suggested that if the Board wanted to allow this technology to be implemented in the county then it would have to change the Zoning Ordinance.

The discussion began at 2:40 p.m. and concluded at 2:43 p.m. A copy of the Small Cell Technology presentation material, identified as "Attachment 11," follows these minutes and is made an official part hereof.

8. Open Meetings/Records/Parliamentary Procedures Overview

County Attorney Dennis Davenport quickly briefed the Board on the nuances of the Parliamentary Rules of Procedure. He stated that the current County Code, as it relates to the Rules of Procedure, is not very easy to understand and he asked the Board if he could review the procedures and bring back recommendations at a future date. The Board agreed to consider implementing aspects of the Parliamentary Rules of Procedure.

The discussion began at 2:43 p.m. and concluded at 2:51 p.m. A copy of the Parliamentary Rules of Procedure, identified as "Attachment 12," follows these minutes and is made an official part hereof.

Chairman & Commissioner Topics (4:15pm-Done) – 20 minutes/per

1. Discussion of Campaign Speeches During Public Comment (Vice-Chairman Ognio)

County Administrator Dennis Davenport asked what options are available with regard to campaign speeches during Public Comment. Commissioner Rousseau replied that the issues involved equal time and establishing a time limit. Commissioner Brown stated that, in general, most of the people are observant of the people's time and he did not want to punish the majority of the people by limiting their ability to speak at the public podium. He suggested that there could be a comment directed to the speakers to be mindful of the time and if someone was campaigning to perhaps hold their speech to no more than five minutes. Commissioner Barlow suggested that someone running for office needed to be able to tell their name and what office they are running for, but nothing else.

County Administrator Steve Rapson stated that Policy 110.11 limits political campaigns and rallies, and he suggested that the policy would have to be changed if the Board allowed for political campaigning at the public comment podium.

Mr. Davenport stated that campaigning was not allowed when his firm served as the County Attorney during the 1990s and early 2000s. He also spoke about the nuances of campaigning. He agreed with Mr. Rapson that the policy would have to be amended if campaigning is allowed.

Commissioner Barlow moved to adhere to the policy already in place meaning they are not allowed to come to the microphone at all. Discussion followed.

Commissioner Barlow amended his motion to allow candidates to introduce themselves and announce their candidacy for office but to have no other discussion. Chairman Oddo seconded the motion.

Commissioner Barlow mentioned that staff is in the audience and they do not need to be compelled to sit through campaign speeches. Commissioner Rousseau stated there is already a policy in place. He also asked if there were rules requiring members to remove themselves from county boards and authorities if they announce for office. County Clerk Floyd Jones replied that the rules were inconsistent from board to board on that matter. Commissioner Rousseau stated there needed to be consistency so candidates would not have a platform via boards or committees. Mr. Davenport stated that the suggestion, taken to the extreme, would not work. Commissioner Ognio and Commissioner Brown indicated that the policy was too restrictive since it disallowed any kind of campaigning even on public property outside of the Historic County Courthouse. Chief Deputy Clerk Tameca White indicated that if a person has a campaign sticker on his car would that be a violation.

The Board agreed to allow the County Attorney to review and revise Policy 100.11- Use of Public Buildings and Grounds and Policy 448.09- Political Activity.

Commissioner Rousseau provided anticipated arguments that would be leveraged against the Board if the motion on the floor was favorably approved.

The motion to allow candidates to introduce themselves and announce their candidacy for office but to have no other discussion passed 3-2 with Commissioners Brown and Rousseau voting in opposition.

The discussion began at 2:52 p.m. and concluded at 3:17 p.m. A copy of Policy 100.11, identified as "Attachment 13," follows these minutes and is made an official part hereof.

2. Fayette County Public Art Committee Review (Commissioner Brown)

Commissioner Brown provided a high-level overview of Fayette County's Public Arts Committee, and he provided various examples of the types of art the committee was considering. He asked the Board members to provide any other ideas that they may have for consideration.

The presentation began at 3:18 p.m. and concluded at 3:41 p.m. A copy of the Fayette County Public Art Committee presentation material, identified as "Attachment 14," follows these minutes and is made an official part hereof.

3. Mowing State Route Corridors

Commissioner Rousseau asked what was the county's plan to take care of the "gateways," namely, State Routes 314 and 85. He explained that the grass on the State Routes are already overgrown and full of trash. County Administrator Steve Rapson replied that staff was currently reviewing the situation and that the Georgia Department of Transportation (DGOT) was entering into an agreement with their "folks to beef up what they are doing."

Road Director Steve Hoffman stated that the low-bidder for the state was contracted to cut the entire state. He did not anticipate GDOT doing much with their contractor this year and he pointed out that GDOT was already behind schedule.

Commissioner Rousseau stated that State Route 314 was unacceptable. He realized that while the county was a little hamstrung due to SR 314 being a state highway, but he pointed out that State Route 74 was well maintained on a regular basis. He stated that if the gateway to Fayette County looks like the people do not care to live in the county, then there would be little chance of attracting quality businesses. He said he had heard reasons on why the corridor could not be maintained, but he insisted that the gateways could be addressed.

County Administrator Steve Rapson stated that staff had a \$500,000 solution. Mr. Hoffman replied that it would require to maintain about 48 additional miles but it could be done with more people and equipment. Mr. Rapson stated the real cost to the County was \$585,000 in house for staff and equipment. Discussion followed about how to lower the cost or entering into a contract with a private service. Commissioner Ognio pointed out that the state will not reimburse the county for the costs while not cutting the roads on a regular basis.

Commissioner Rousseau moved to tell the local delegation, whoever it may be after the upcoming elections, that more emphasis needs to be placed on the regular maintenance of the state's corridors coming into Fayette County with an understanding that the corridors be cut and the trimmings be removed. Commissioner Barlow seconded the motion.

Commissioner Ognio suggested that the message would be better received in the form of a resolution to the local delegation.

Commissioner Rousseau amended his motion to notify the local delegation via resolution. Commissioner Barlow seconded the amended motion.

The motion to tell the local delegation, whoever it may be after the upcoming elections, by means of a resolution, that more emphasis needs to be placed on the regular maintenance of the state's corridors coming into Fayette County with an understanding that the corridors be cut and the trimmings be removed passed 5-0.

The discussion began at 3:41 p.m. and concluded at 3:55 p.m.

ADJOURNMENT:

No further business came before the Board.

Commissioner Barlow moved to adjourn the April 22 Board of Commissioners Retreat. Commissioner Brown seconded the motion. The motion passed 5-0.

The Board adjourned the April 22, 2016 Retreat at 3:56 p.m.

Floyd L. Jones, County Clerk

Charles W. Oddo, Chairman

The foregoing minutes were duly approved at an official meeting of the Board of Commissioners of Fayette County, Georgia, held on the 12th day of May 2016.

Floyd L. Jones, County Clerk